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Status of Contract Actions Pending

A. No Action	2	
B. Pending Receipt of More Information, Clearances, etc.	24	
C. Pending Bid Opening and Award	6	
D. Negotiations Underway	17	
E. Pending Drafting of Contractual Documents	4	53
F. No Further Action Required by Procurement Officer		
1. Pending Administrative Processing*	21	
2. Pending Signature of Contractor	16	
3. Pending Signature of Contracting Officer	9	<u>46</u>
		99

*This includes but is not limited to: typing of forms, administrative review, review by Counsel, obligation by Finance or Fiscal, security clearance, approval of use of alias, etc.

NOTE: 9 actual requisitions and 7 memos and letters were received during the week which will require a contract or other action by the Contract Negotiators. Since in many cases, two or more of these documents may be consolidated into one action, these figures do not necessarily mean that 16 separate actions will be required. The figures above of contract action requests received, completed or pending are on this consolidated basis. The consolidations, cancellations, and transfers resulted in a net new contract action of 9. The number of contract documents pending decreased by 5 from 104 to 99.

Requisitions and Memoranda:

Brought Forward	104
Received	9
Completed	14
Pending	99

Requisitions Processed:

Under 30 days	1
30/60 days	11
Over 60 days	<u>2</u>
	14



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WEEKLY REPORT

12 November 1954

Period Covered 8 November 1954 through 12 November 1954

Status of Contracts Requiring Administrative Action, Contract
Administrative Section, Contract Branch, PD/LO

Total Active Contracts Beginning of Period.....	427
New Contracts Added During Period.....	12
Total.....	439
Contracts Closed out During Period.....	15
Total Active Contracts End of Period.....	424

Of the above contracts, administrative action was required as follows:

1. Number of Contracts requiring administrative action which was not critical or urgent..... 27
 2. Number of Contracts requiring administrative action which was critical or urgent..... 4
 3. Number of Contracts on which no action was required..... 393
- Total Active Contracts..... 424

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